



July 2004

# **Coliform Information Packet:**

## ***Instructions for use by water systems***

### **Purpose of the packet**

The materials in this packet were created to help you better understand total coliform bacteria. The packet contains information about what coliform is, how to test for it, and what to do if you find it in your water system. You may also learn about your coliform monitoring requirements and different types of violations. All Group A water systems are required to prepare a Coliform Monitoring Plan. Guidance documents are enclosed which will help you to prepare a plan for your water system.

### **Contents**

#### **Publications:**

- Preparation of a Coliform Monitoring Plan for Group A Public Water Systems  
(This guidance document contains a lot of detailed information and can be used to create a plan for all sizes of Group A water systems.)
- Coliform Monitoring Plan for the Small Non-Community Water System  
(This guidance document is very basic and can be used for single-connection water systems and very small water systems.)
- Routine Coliform Monitoring Requirements (Fact Sheet)
- Correct Completion of a Coliform Sample Lab Slip
- Coliform Sampling Procedure (Brochure)
- Follow-up to an Unsatisfactory Coliform Sample (Fact Sheet)
- Coliform Bacteria and Drinking Water (Fact Sheet)
- Types of Coliform Violations for Group A Public Water Systems
- Troubleshooting Checklist for Coliform Contamination (Fact Sheet)
- Emergency Disinfection of Small Systems

**Information sheet:** Coliform Reporting Addresses and Phone Numbers (with map)

**Form:** Non-Acute Public Notification Form

## How to use the Form

**Non-Acute Public Notification Form:** You must use this form to notify your customers if you have a Non-Acute MCL violation. The form may be revised but your notice must include all of the information in italics. Type or hand-write information on the form. Then photocopy the

completed notice and distribute to your customers. The Non-Acute Public Notification form is also available in an electronic version that can be emailed to you on request or downloaded from our Web site. For assistance, please call your regional office coliform program phone number listed below.

**Public Notice Certification:** You must complete the bottom section of the Non-Acute form, which is a certification that the notice was distributed to customers. Send a copy of the notice and certification to your regional office within 30 days of notifying your customers of a Non-Acute MCL violation.

## For more information

The Coliform Information Packet (DOH Pub. #331-258) is available from your Office of Drinking Water regional office:

### Northwest Regional Office – Kent

Coliform Program: 253-395-6775 Main Office: 253-395-6750

### Southwest Regional Office – Olympia

Coliform Program: 360-753-5090 Main Office: 360-664-0768

### Eastern Regional Office – Spokane

Coliform Program: 509-456-2788 Main Office: 509-456-3115

The packet is also available through the Office of Drinking Water Training and Outreach Section, 360-236-3164, and on the Office of Drinking Water Web site at:

<http://www.doh.wa.gov/ehp/dw>